

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 197
DECEMBER 17, 2014 – WORK SESSIONS**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, December 17, 2014, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Richard Hannold, Member
 Helen Price Johnson, Member

Staff Present: **Bill Oakes, Director, Steve Marx, Eric Brooks, Spencer Keane**

Others Present: **Elaine Marlow, Budget Director, Tom Shaughnessy, ICOM Director**

Record @ 00:05

Roads

Subject/Description: **ICOM – Presentation**

Attachment: none

Information: Bill Oakes and Tom Shaughnessy briefed the Board on the details of upgrading Public Works radio system to a simulcast system. The upgrade will bring all of Public Works equipment into the ICOM system.

Follow up: Okay with a majority of the Board to move forward with upgrade at this time.

Subject/Description: **Evaluation of Speed Limits – Coupeville District**

Attachment: Memo dated 12/4/14 from Spencer Keane to BOCC,

Action Requested: Evaluation of Speed Limits in Coupeville District:

- Mutiny Bay Rd – SR 525 to Bush Point Rd – remain 50 mph
- Bush Point Rd – SR 525 to .5 west – remain 50 mph
- Smuggler's Cove Rd – SR 525 to Lagoon Point Rd – increase a portion from 40 mph to 50 mph
- Engle Rd – Coupeville Town Limits to Fort Casey Rd – decrease a portion from 50 mph to 35 mph
- Terry Rd – Coupeville Town Limits to .5 mi east – decrease a portion from 35 mph to 25 mph

Follow Up: Okay with full Board. Schedule public hearings for Smugglers Cove Road, Engle Road and Terry Road.

DEM

Subject/Description: **FFY-14 Department of Homeland Security (DHS) Emergency Management Performance Grant (EMPG) E15-177**

Attachment: Memo dated 12/4/14 from Eric Brooks to BOCC/Agreement

Action Requested: Approval of Washington State Military Department Homeland Security Grant Agreement for training & exercise program for First Responders, volunteers and community members for disaster preparedness purposes; Amount: \$26,059.00.

Follow Up: Okay with full Board to move forward to a Monday agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 198
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Parks

Subject/Description: Assignment of Rights Agreement – Trillium Community Forest WA Wildlife and Recreation Program Grant 12-1559

Attachment: Memo dated 12/17/14 from Public Works to BOCC/Agreement

Action Requested: Approval of agreement establishing the rights and responsibilities between the Whidbey Island Camano Land Trust, Island County and the State of Washington.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Letter – WA Wildlife and Recreation (WWRP) Program Funding 2015

Attachment: Memo dated 12/17/14 from Public Works to BOCC/Ltr dated November 2014 from Joanna Grist, Wildlife & Recreation Coalition/Sample Letter to Legislators

Action Requested: Island County has submitted a \$587,000 WWRP grant application for the Glendale shoreline acquisition and public access project. It is ranked #2 out of 15 applications.

In order to receive funding, the Governor and state legislators must support adequate funding for the WWRP grant program in the state's capital construction budget. WWRP is requesting the Board submit a letter to the state legislature in support of \$97 million in funding for the WWRP in the Capital Construction Budget for 2015.

Follow Up: Okay with full Board to send a letter to the legislature supporting the Capital Construction Budget for 2015.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, December 17, 2014 at 10:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Richard Hannold, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Dave Wechner, Brook Powell

Record @ 01:01:22

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Planning & Community Development

- Plans Examiner/Building Inspector, Replacement Position, C-9/C-10 DOQ, #103/14
Commissioner Price Johnson moved to approve Job Requisition #103/14. The motion was seconded by Commissioner Hannold and carried unanimously.

Superior Court/Detention

- Courthouse Facilitator, Increase in hours, NR-11, #101/14

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Commissioner Price Johnson moved to approve Job Requisition #101/14. The motion was seconded by Commissioner Hannold and carried unanimously.

- Juvenile Detention Officer-Lead, Replacement Position, C-10 #100/14
Commissioner Price Johnson moved to approve Job Requisition #100/14. The motion was seconded by Richard Hannold and carried unanimously.

Facilities Management

- Custodial Working Supervisor, Replacement Position, C-8, #102/14
Commissioner Price Johnson moved to approve Job Requisition #102/14. The motion was seconded by Commissioner Hannold and carried unanimously.

Human Resources

- Labor Relations Rep., New Position (2 years), NR -13, #104/14
- *Commissioner Hannold moved to approve Job Requisition #104/14. The motion was seconded by Commissioner Price Johnson and carried unanimously.*

Facilities Department Summary Minutes

Work Session was held between the County Commissioners and Facilities Department on Wednesday, December 17, 2014, at 10:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Richard Hannold, Member
Helen Price Johnson, Member

Staff Present: Larry Van Horn, Facilities Director

Others Present: Elaine Marlow, Budget Director

Record @ 01:13:55

Subject/Description: Vending Agreement

Attachment: yes

Action Requested: Agreement with Walton Beverage Company to provide vending machine services to the Island County Administration and Annex buildings. Contract period 02/01/2015-02/01/2018; Amount: -0-

Follow up: Okay with full Board to move forward to a Monday consent agenda.

Subject/Description: Siemens Advantages Services Agreement (2015-2017)

Attachment: none

Action Requested: Approval of contract with Siemens Industry, Inc., to provide HVAC technical support; Contract Period: 1/1/15-12/31/17; Amount: \$76,250.88

Follow up: Okay with full Board to move forward to a Monday agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 200
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**Island County Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Treasurer on Wednesday, December 17, 2014 at 10:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair**
 Richard Hannold, Member
 Helen Price Johnson, Member

Staff: Pam Dill

Present: Ana María d Nunez, Treasurer, Jill Smith

Others Present: Elaine Marlow, Budget Director, John Kent, Dave Wechner

Record @ 01:23:15

Subject/Description: Modus Technology, Inc., Technical Services Agreement
Attachment:

Action Requested: Approval of Agreement between Island County and Modus Technology to perform data extraction and normalization, user interface and output to COM Microfilm; Amount: Approx. \$14,000.00.

Follow up: Okay with full Board to move forward to a Monday consent agenda.

Subject/Description: **Bid4Assets online auction contract 2015**

Attachment: BidAssets Professional Services

Action Requested: Approval of Bid4Assets Professional Services Agreement.

Follow up: Okay with full Board to move forward to a Monday consent agenda.

**Central Services
Summary Minutes**

Work Session was held between the County Commissioners and Central Services on Wednesday, December 17, 2014, at 10:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair**
 Richard Hannold, Member
 Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: John Kent, Director

Others Present: Elaine Marlow, Budget Director

Record @ 01:40:45

Subject/Description: Equipment funding request – Mass Storage Project

Attachment: yes

Action Requested: Approval to purchase and install Dell M3660i SAN system equipped with 24.0 TB capacity; Amount: \$50,097.13.

Follow up: Okay with full Board to move forward to a Monday agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 2014
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Planning & Community Development Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, December 17, 2014 at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Richard Hannold, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: David Wechner, Director, Paula Bradshaw, Amanda Almgren

Others Present: Elaine Marlow, Budget Director

Record @ 01:54:00

Subject/Description: Planning update

Attachment: yes

Information: David Wechner provided an update on development review/code enforcement, long range planning, building and strategic planning/office management.

Subject/Description: Comp Plan Public Outreach online survey

Attachment: draft survey

Information: Amanda Almgren briefed the Board on the draft online Public Outreach Survey. Board members provided suggested changes. Information regarding the Comprehensive Plan update will be included in the Treasurer's February mail out.

Subject/Description: Amendments to Final Long Plat No. PLP 124/14

Attachment: Memo & Plat map

Action Requested: Amendment to Final Long Plat 124/14 correcting bearing errors from the original plat survey.

Follow up: Okay with full Board to move forward to Monday's consent agenda.

Monthly Financial Reports From Auditor & Treasurer Summary Minutes

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, December 17, 2014, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

[illegible]

Present: Tony Lam, LaRae Brown

Others Present: Elaine Marlow, Budget Director

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 203
DECEMBER 17, 2014 – WORK SESSIONS**

Record @ 03:35:08

Subject/Description: Contract with WDFW; Incentives to reduce shoreline armoring in Island County

Attachment: Contract No. 14-02085

Action Requested: Approval of Contract with WDFW for incentives to reduce shoreline armoring in Island County; Contract Number: 14-02085; Contract Period: 10/31/14-9/30/16; Contract Amount: \$290,399.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

**Prosecuting Attorney
Summary Minutes**

Work Session was held between the County Commissioners and Prosecutor on Wednesday, December 17, 2014, at 2:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:	Jill Johnson, Chair	Staff: Pam Dill
	Richard Hannold, Member	
	Helen Price Johnson, Member	

Present: Greg Banks, Prosecuting Attorney

Others Present: Elaine Marlow, Budget Director

Record @ 03:42:15

Subject/Description: Contract Amendment with Kitsap County Prosecuting Attorney

Attachment: amendment

Action Requested: Approval of contract amendment between Island County and the Island County Prosecuting Attorney and Kitsap County and the Kitsap County Prosecuting Attorney; extending contract to December 31, 2015 and a reduction in the hourly rate for services to \$116.00/hr for Prosecuting Attorney and Deputy Prosecuting Attorneys.

Follow up: Okay with full Board to move forward to a Monday agenda.

**Budget Director/GSA
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, December 17, 2014, at 2:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:	Jill Johnson, Chair	Staff: Pam Dill
	Richard Hannold, Member	
	Helen Price Johnson, Member	

Staff Present: Elaine Marlow, Budget Director, Don Mason

Others Present: Pat Powell, WCLT

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 204
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Record @ 03:46:25

Subject/Description: Request by Whidbey Camano Land Trust

Attachments: Memo dated 12/8/14 from Don Mason, to Elaine Marlow/Ltr dated 11/26/14 from Patricia Powell to Don Mason

Action Requested: Approval of request by WCLT to extend completion of CFF Project Agreement for Crockett Lake Project to December 30, 2015.

Follow up: Okay with full Board to move funding grant agreement amendment forward to a Monday agenda.

Subject/Description: Funding Agreement with WA State Office of Public Defense

Attachments: Memo dated 12/2/14 to Elaine Marlow from Don Mason/Ltr dated 11/25/14 from Washington State office of Public Defense to Don Mason

Action Requested: Approval of Agreement with the WA State Office of Public Defense to provide funding for public defense services. Grant Agreement No. ICA15296; Amount \$54,349.00.

Follow-up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: 2014 Budget Amendment

Attachments: resolution/Exhibit A

Action Request: Elaine Marlow reviewed the Budget Amendment with the Board.

Follow up: Scheduled for Public Hearing on December 22, 2014 @6:15 p.m.

Subject/Description: Contract with Public Safety Testing

Attachments: yes

Action Requested: Approval of Subscriber Agreement between Island County and Public Safety Testing, Inc. for recruiting and testing services necessary to develop eligibility for the Civil Service Commission that will be used by the Island County Sheriff when hiring law enforcement and corrections officers ; Term: 1/1/15-12/31/17; Amount: \$5,400.00.

Follow up: Okay with full Board to move forward to Monday's consent agenda.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, December 17, 2014 at 10:00 a.m. & 2:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: **Jill Johnson, Chair**
 Richard Hannold, Member
 Helen Price Johnson, Member

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director, Bill Hawkins, Greg Banks, Debbie Thompson

Record @ 53:50

Subject/Description: Consider applicants for the Marine Resource Committee

Attachments: yes

Action Requested: The Board considered the applicants for the Marine Resource Committee.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 205
DECEMBER 17, 2014 – WORK SESSIONS**

Follow up: Okay with Board to move recommendation forward to a Monday agenda.

Subject/Description: Consider applicants for the Island County Planning Commission

Attachments: yes

Action Requested: The Board considered the applicants for the Planning Commission.

Follow up: Okay with Board to move recommendation forward to a Monday agenda.

Record @ 04:06:44

Subject/Description: Interlocal Agreement with the City of Oak Harbor for Municipal Court Services

Attachments: Agreement

Action Requested: Approval of Interlocal Agreement with the City of Oak Harbor for Municipal Court Services; Amount: 17% of Judicial and Associated Costs of operating its Municipal Court as a municipal department of District Court from January 1, 2015 through December 31, 2018.

Follow up: Okay with full Board to convene Special Session on December 23, 2014 @ 10:00 a.m. to amend the Districting Plan to adjust the allocation for resources and compensation for operation of the Oak Harbor Municipal Court and approve the corresponding City of Oak Harbor Interlocal Agreement for Municipal Court Services.

Subject/Description: Change in Regular meeting schedule

Attachments: Memo dated 12/17/14 from Debbie Thompson to BOCC

Action Requested: Approval to move the Board's regular Business Meetings from Mondays to the first four Tuesdays of each month, beginning at 10:00 a.m. Roundtable will occur on the fourth Tuesday at 2:00 p.m. Public meetings on sensitive or controversial policy issues will continue to be scheduled in the evenings, at the discretion of the Board, to provide for public participation. The proposed effective date would be the first meeting in February.

Michelle Tefft will work with the Board of Health to determine the possibility of moving those meetings to Tuesdays as well.

Follow up: Okay with full Board to authorize Debbie Thompson to prepare a draft code revision to Section 2.08A.010 ICC.

Subject/Description: Board committee assignments for 2015

Attachments: committee list

Action Requested: The Board considered committee assignments for 2015.

Follow up: Okay with full Board to bring forward to a Monday agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 206
DECEMBER 17, 2014 – WORK SESSIONS**

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Richard Hannold, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board